



E-Learning Portal Online

User Manual

[For Dealer Staff/Internal Staff]

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1. Introduction

Welcome to **YAMAHA E-LEARNING PORTAL**! We are excited to introduce the long-term solution for course management and online learning. This guide is designed for Dealer staff members and India Yamaha Motor staff members and it describes how to use the E-Learning Portal online to register, view profile, start a course, attempt exam and view results – both Online and On-Job trainings.

In order to access the system, you need to visit the E-Learning Web Link. Go to “<https://pymidol.com/elearning>” from web browsers including – Chrome, Firefox, Safari and IE (Edge v.11 or better). The login screen will appear where the user has to enter his/her credentials to log on to their specific profiles, first time user needs to be registered.

E-Learning for dealer staff role is divided in following functionality:

- 1.1 Registration – First-time users have to get themselves registered to the E-Learning portal before accessing the courses.
- 1.2 Read Course – Reading a course, comprises of accessing the course-material the user is educated from. User can only read courses; of whom he/she has been granted permissions for.
- 1.3 Attempt Exam – After finish reading a course, the user can attempt for the exam associated to the course.
- 1.4 View Results / Report – Result would be displayed as fast as the user finishes his/her exam and submits it.
- 1.5 Assessment History – All-in-one result place, user will find his/her result history for Online (held on E-LEARNING portal) as well results of On-Job trainings (classroom trainings).

2. Computer/Browser Specification:

Access to the E-Learning System is obtained via Google Chrome, Firefox, IE (v.11+). E-Learning can be used on any computer (Windows '95 PC, UNIX workstation, etc.) provided your Web browser is capable of handling:

1. Cookies
2. JavaScript

Browser Supported: Chrome, Firefox and Microsoft Internet Explorer Version 11 or better.

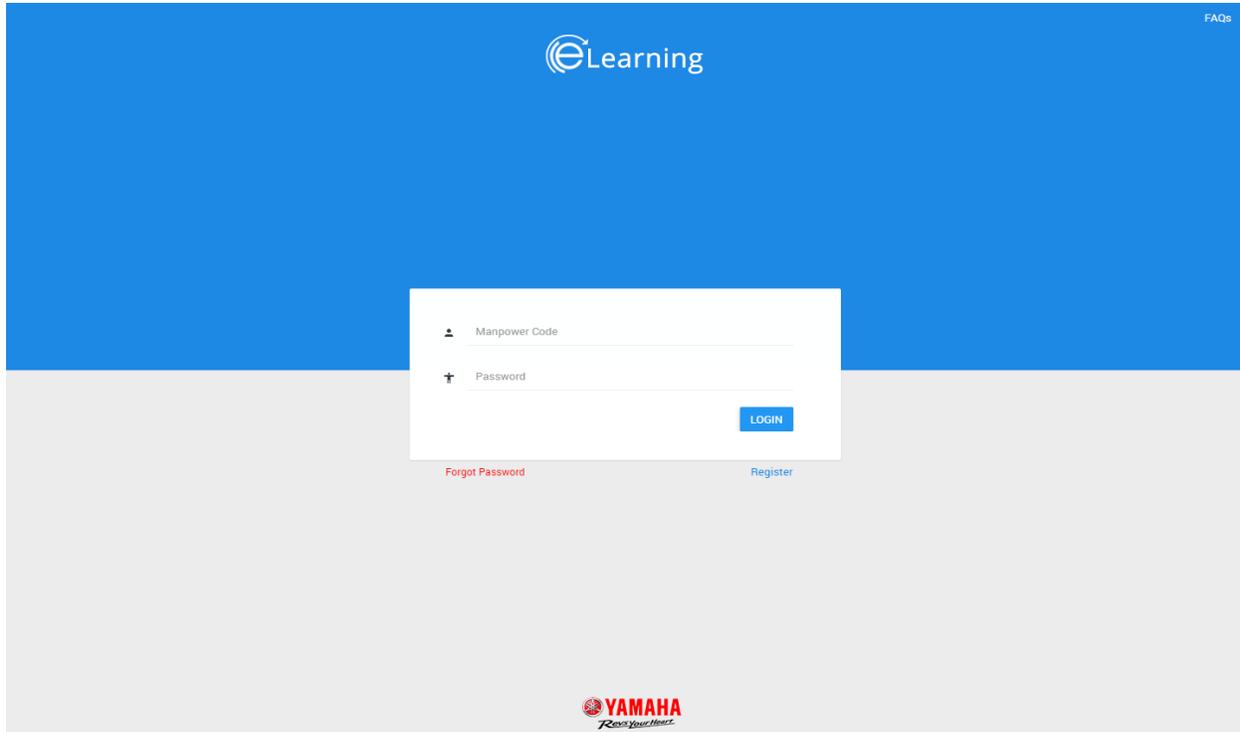
3. Using the Application:

This guide is designed for you and it describes how to use the E-Learning software to access the course material.

To access E-Learning system go to "<https://pymidol.com/elearning>" from web browsers including – Chrome, Firefox and IE (v.11 or better). The login screen will appear where the user should enter his/her credentials to log on to their specific profiles, first time user needs to be register themselves using their unique person code and mobile number as registered in MMS.

4. Logging On:

When You Select the URL - <https://pymidol.com/elearning/> given by the E-Learning Team –Login Page will be display by double click on the Link or you can copy the above link in your web browser.



E-Learning is integrated with MMS – PYMIDOL system, so the username for the portal would be the dealer staff's person code and password would be generated at the time of registration.

Button/Link	Action
Login	This will authorize the user and takes him/her to the landing page (i.e. Dashboard).
Register	First- time users can register using this link
Forgot Password	In case the user forgets his/her password, this link would send an OTP to the registered mobile number.

To successfully log-on to the application, you must enter the following details:

- User Name: You have to enter the unique person code as registered in the MMS system.
- Password: You have to enter the password in the Password field generated at the time of registration on E-Learning portal.

After a successful login, you can view the portal according to your privileges e.g. (Courses limited to your department, designation, and level only are available to read and etc.) On Failure – an error message would appear saying “Bad Credentials”

First-time users click on Register Link.

5. One-Time Registration:

First time users have to register themselves using the “Register” link on the login screen.

The screenshot shows the registration form on the eLearning portal. The form is titled 'eLearning' and includes the following fields: Manpower Code, Full Name, and Mobile No. (with a +91 country code dropdown). A green arrow points to the Register button. A 'Back' link is located below the form. The Yamaha logo is visible at the bottom of the page.

Following fields are required and should be the same as in MMS entry:

- Manpower Code: Unique person code given to every staff member, as registered in MMS system
- Full Name: Full Name of the user (Auto Filled)
- Mobile Number: Password will be received on this mobile number so input a valid entry, same as registered in MMS system

Button/Link	Action
Register(icon)	This will authorize and register the user for the entered details
Back	This will take the user back to the Login screen

When user fills all fields and clicks on Register Button, all the fields will be authorized using the MMS, and the password will be sent on the mobile phone number on successful registration.

If user is already registered, message will pop-up showing –“User is already registered”.

On Failure – if entered information are incorrect, then an error message would appear saying **“User not available in Pymidol”**

6. Forgot Password:

Click on Forgot Password link on the login screen to land up here, in case when the user forgets his/her password.

Requirement:

- **Mobile Number:** Enter the registered mobile number, on which the new password will be received.

Button/Link	Action
Proceed Sign-In	This will send the password on the mobile number if the number is correct This will take the user back to the Login screen

If the mobile number is authorized success, then the password is sent to that number. Else, an error message would appear saying – “User not available”.

After OTP is received on mobile number, verify that and then use the same OTP as the password.

7. Dashboard/Profile:

On successful login, you'll be directed to this page, it displays your information along with the dealer information (under whom the staff member is working), profile photo, experience, the current active course, total course completion and the list of courses that the member should undertake.

The screenshot shows the eLearning dashboard profile page for Dinesh Tanwar. The user is an Asstt. Technician (Sales) with 3 Years 11 Months Experience, working for PRIME AUTOMOBILES at 19/6, Mathura Road, Faridabad, 8800998877. The active course is 'YZF R3 - REV THE LIMITS', published on 06-12-2016, with a duration of 60 Minutes. The course description mentions a newly developed 321 cc, liquid-cooled, 4-stroke, in-line 2-cylinder, fuel-injected engine. The dashboard also shows a profile photo of the user with 5 Years Yamaha Experience and a 68% Course Completion rate. Below the active course, there are three course cards: 'YZF R3 - REV THE LIMITS' (FAIL), 'YZF R15 - Racing Instinct' (PASS), and 'YZF R15s - With Unibody...' (PASS). Each card displays the duration (60 Minutes), level (FI-Expert or YARD), and attempt count (0). The 'YZF R15 - Racing Instinct' card is highlighted with a yellow border, and its 'PASS' status is highlighted with a blue border. The 'YZF R15 - Racing Instinct' card also has a red border around its details table.

Page Information:

- Profile Photo is to be uploaded by the user, the user can change his/her profile picture by hovering over the profile photo and clicking on upload profile photo link.
- Language option is available at the top header to the right; the site will be translated to the options available in the list.
- The toggle button on the top bar toggles and keeps the left-side navigation bar, also the user can use the left navigation bar using the button on the left-most of top head bar. This left side bar shows the links to other pages of the portal like Courses and Assessment History.
- The upper right-most menu button gives option:
 - toggle the full screen mode and
 - to logout from the system

- Highlighted Text in Course Card:
 - Black Box: Displays the course card, each course is displayed as a different card.
 - Yellow Box: Displays the course title.
 - Blue Box: Displays the status of the course, it can be New, Read, Fail, Pass and In-Active
 - Red Box: Displays the other course details like duration of course, level and attempt count for exam associated to that course.

Following functionalities for course are displayed:

- **Active Course:** This displays the current course the user should undergo. Its domain ranges from a new course, an already read course whose exam was not attempted and failed course (which is not re-attempted and cleared).

In case, all courses are completed or none is available yet, then it will display “No Active Course Available” in place. “Start” button will always take the user to the course intro page (Highlighted with green box).

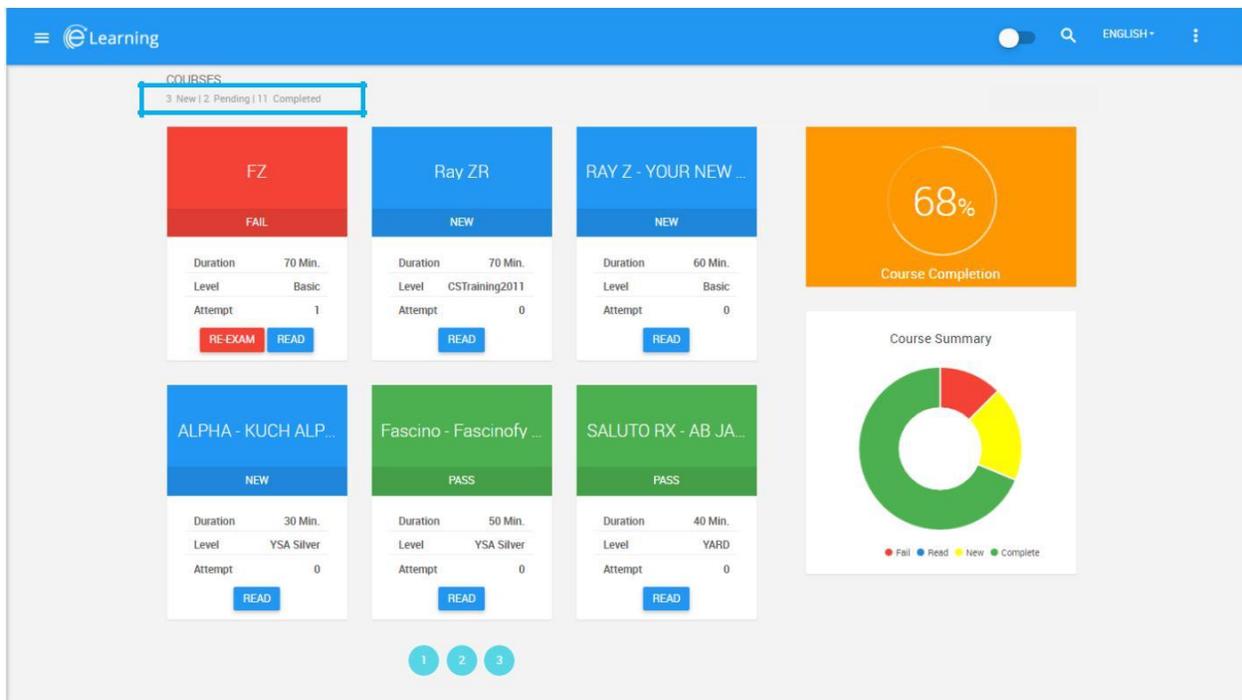
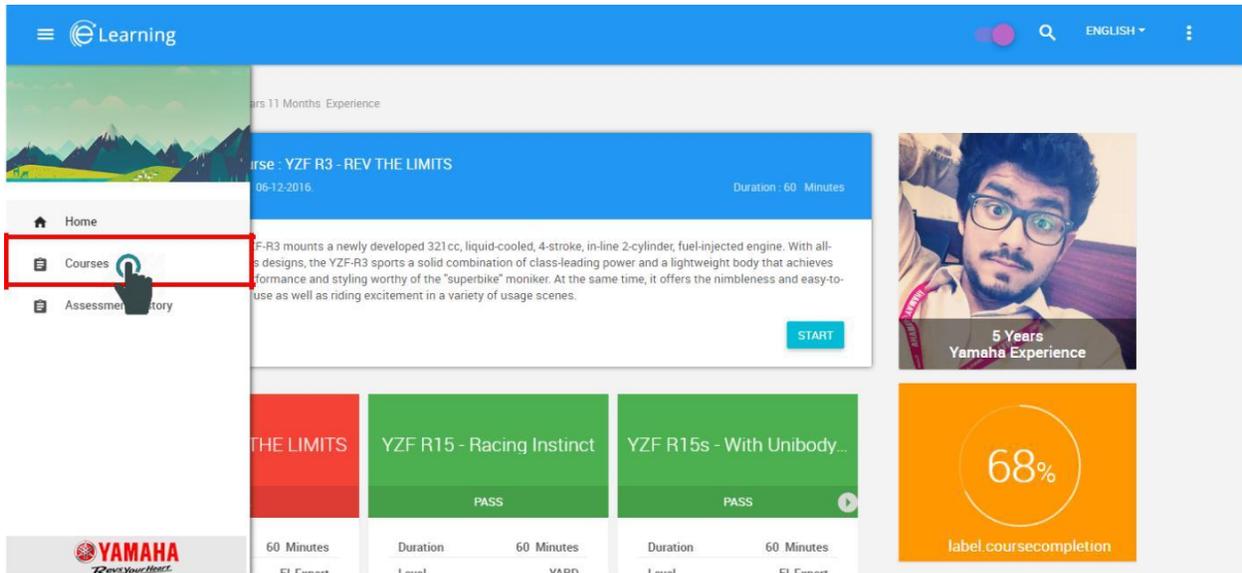
- **Course List:** This will display the list of all the courses, up for the particular user along with the course statuses.

Course statuses and meanings:

- **New Courses:** The newly published course would only offer the read button, its mandatory to go through the course material before attempting the exam
 - **Already Read Courses:** The course which is already read, will display the option to start exam directly and bypass reading the course material again.
 - **Passes Courses:** The course which is already attempted and are passed successfully gives the option to read the course again and also can attempt the exam, might be to improve the score and knowledge purposes.
 - **Failed Courses:** The course in which the user failed, shows links to re-exam in red. User can read the course again and attempt for the exam or attempt the exam directly.
 - **In-Active Courses:** Some courses are locked/inactive which will be available as soon as the pending courses are completed successfully
- **Module Completion Graph:** This displays the overall course completion for the courses available to the user on the E-Learning portal.
- 100% reading in graph would mean that there are no in-active, failed, or new courses available for the user.

8. Course Page:

This page is displayed when the user clicks on the “Courses” link using the left side navigation bar, as shown below,



This page displays a wider view for course list, rather the functionality of the courses remains same to as that of the dashboard/profile page.

Page Information:

- Course Statuses Count: The box highlighted in blue in above image, shows the exact course status count for the user.
 - New: Courses which are not traversed/read and are not in-active are counted as new courses.
 - Pending: Courses in which user failed or are inactive are counted as pending courses.
 - Completed: Courses which are successfully completed/passed are counted as complete.
- Course Completion Graph: This graph displays an over-all completion percentage, only passed courses are counted as completed.
- Course Summary Graph: This graph displays the detailed summary about the user courses
 - New courses
 - Complete courses
 - Failed courses
 - In-active courses
- Course card information is explained in the previous topic – [7. Dashboard]

9. Course Intro:

This page is displayed when the user clicks on “Start” or “Read” button from the Dashboard/Profile screen or “Read” button from the Course screen.

The screenshot shows the 'Course Intro' page for 'YZF R3 - REV THE LIMITS'. The user is DINESH TANWAR, an Asstt. Technician(Sales) with 3 Years 11 Months Experience. The course is published on 06-12-2016 and has a duration of 60 Minutes. A brief description of the Yamaha YZF-R3 is provided. The page features three course cards: 'YZF R3 - REV THE LIMITS' (NEW, FI-Expert, 24 Attempts), 'YZF R15 - Racing Instinct' (PASS, YARD, 0 Attempts), and 'YZF R15s - With Unibody...' (PASS, FI-Expert, 0 Attempts). A '68% Course Completion' badge is also visible. A 'START' button is highlighted on the main course card, and a 'READ' button is highlighted on the 'YZF R3 - REV THE LIMITS' card. The footer includes 'Copyright © 2015 Yamaha Motor Solutions Pvt. Ltd.'

Course Intro page (as shown below) displays all the information about the course like a brief description about the course, the chapters included, its duration, course image and more.

The screenshot shows the 'Course Intro' page for 'FZ25 SALES TRAINING COURSE'. The user is on the 'Home / FZ25 Sales Training Course' page. The course is published on 12-02-2017. A detailed description of the training is provided. The page features a 'Details' section with the following information:

Details	
Level	Basic
Designation	General Manager
Course Duration	120

Below the details is a 'Chapter' section with the following information:

Chapter	
FZ History in India	Read Incomplete

A 'GO TO EXAM' button is visible at the bottom right. The page also features an icon of a person reading a book with a lightbulb above their head.

Page Description:

- Course Title: The title of the course is displayed

- Course Briefing: Just below the course, the user can read the little briefing for what the course is going to be about.
- Course Details: Like level, designation and course details are displayed
- Chapter Details: This shows the listing of the chapters inside the course and the chapter status corresponding to the chapter name (Complete or Incomplete).

Chapter Functionality:

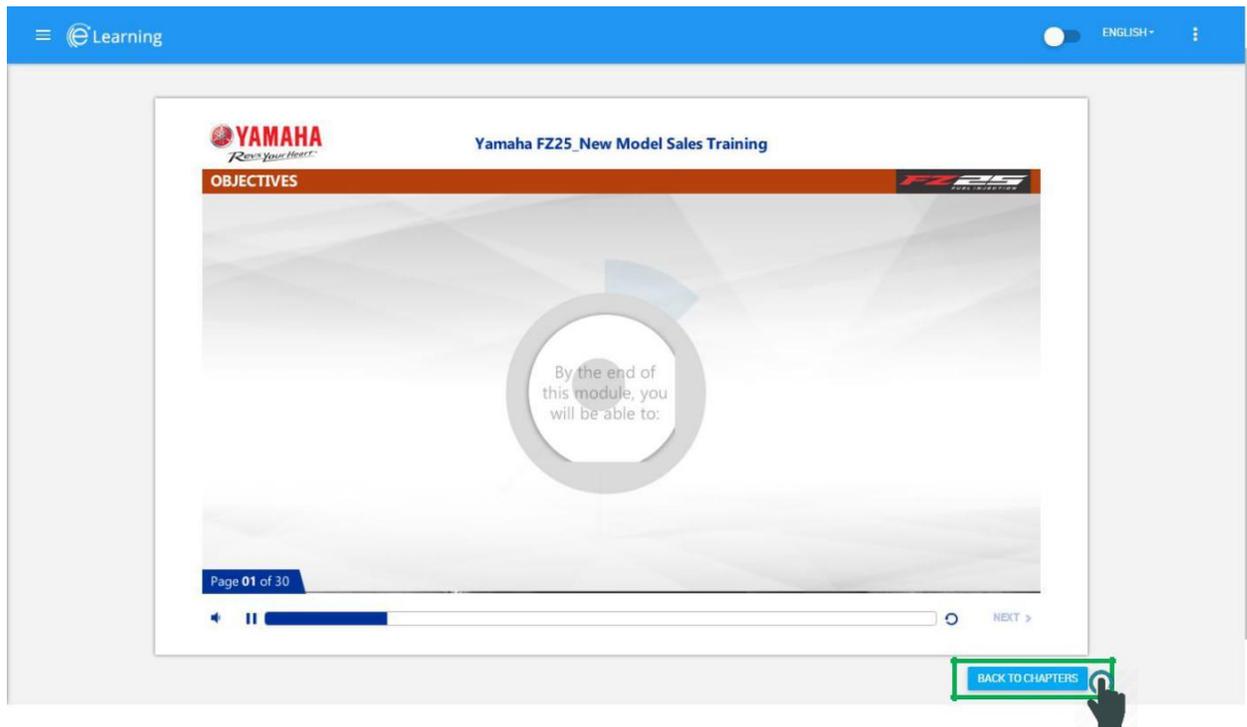
- All the chapters are listed serial-wise
- *When user clicks on “Read” link, there shows a pop-up giving the many language options the chapter is available. Choose the language and click “OK” to start the chapter material on the next screen (Topic 10. Chapter/Study Material); once the user is done reading that chapter (i.e. the chapter material is over), then press the back icon to go back to the Course Intro Screen.*
- Chapters which are already read will show “Complete” status after the chapter title, also “Read
- Again” link in green color. User can re-read those chapters again. Un-read chapter will show “Read” link in blue color.
- All chapters are to be completed first to proceed for the examination.
- After the user has finished reading all the chapters as shown in below image.

The screenshot displays the 'FZ25 SALES TRAINING COURSE' page. It includes a course description, a list of details (Level: Basic, Designation: Area Sales Manager, Course Duration: 120), and a list of chapters. The chapter 'FZ History in India' is marked as 'Complete' and has a 'Read Again' link. A 'GO TO EXAM' button is visible at the bottom, highlighted with a red box and a hand cursor.

The “GO TO EXAM” button will appear as shown above (highlighted with red box). This will take the user to Exam Intro Screen (Topic 11. Exam Introduction). If exam is not available in selected language, then a pop-up will be shown to ask if user wants to attempt the exam in English language.

10. Chapter/Study Material:

When clicked on “Read” or “Read Again” link on the Course Intro page, would open the study material screen. The actual knowledge transfer happens here.



Page Description:

- This page displays the study material in a window
- Use the navigation keys to navigate through the study material
- User can control (ex. pause, mute, replay, etc.) the media items like audio and video using the options available inside the window itself (depends if there is any audio/video content to control)
- User can resume the course where they last left by clicking on “Resume” when the option prompts (Automatic bookmark).
- The “Back” button would remain disabled until the study material is studied throughout, then the back button would be enabled and would take back to the Course Intro Screen (Topic 9. Course Intro).

Functionality:

- User have to reach all pages of the study material in order to complete the chapter, else just opening and closing the chapter would not mark it completed.
- After the chapter is over (user studies the whole chapter material), use the back button and select another chapter to read, and when all chapters are completed then press “GO TO EXAM” button to proceed for examination.

11. Exam Intro:

This page is opened when the “GO TO EXAM” button from Course Intro Screen or “Start Exam” button from Dashboard/Profile Screen or Courses Screen is pressed.

Home / FZ25 Sales Training Course / Exam

This training is designed with the purpose to educate the dealership sales manpower with product knowledge about FZ25 and skills required to follow the unique sales process of FZ25. This unique sales process demonstration should create a satisfying experience for the premium segment customers who walk in to our dealerships and thus become FZ25 propagandists. This will be the basic level training to all dealership sales consultants. Post successful completion of this course, select dealership sales consultants will be called to the manufacturing facilities at Chennai and Surajpur for a 1 day specialist training with Torque rides and live demonstration and evaluation of the sales process of FZ25.

Important Instructions

- ✔ You have completed the training session. Congrats!
- ✔ To confirm the learning and cement the concepts in our mind, let us now take a short aptitude test.
- ✔ There are 20 questions in the following questionnaire and each question has 4 options from which you need to choose the right option.
- ✔ You are expected to complete the test in 20 minutes.
- ✔ Post completion of the test, the result will be published on screen and will be available as a report for the dealer VIP.
- ✔ Note: The score to clear the test is 80% ie:16 correct answers out of 20.

Details	
Level	Basic
Designation	General Manager
Marks	20.0
No. of questions	20
Pass Percentage	80.00 %
Exam Duration	120 Minutes

START

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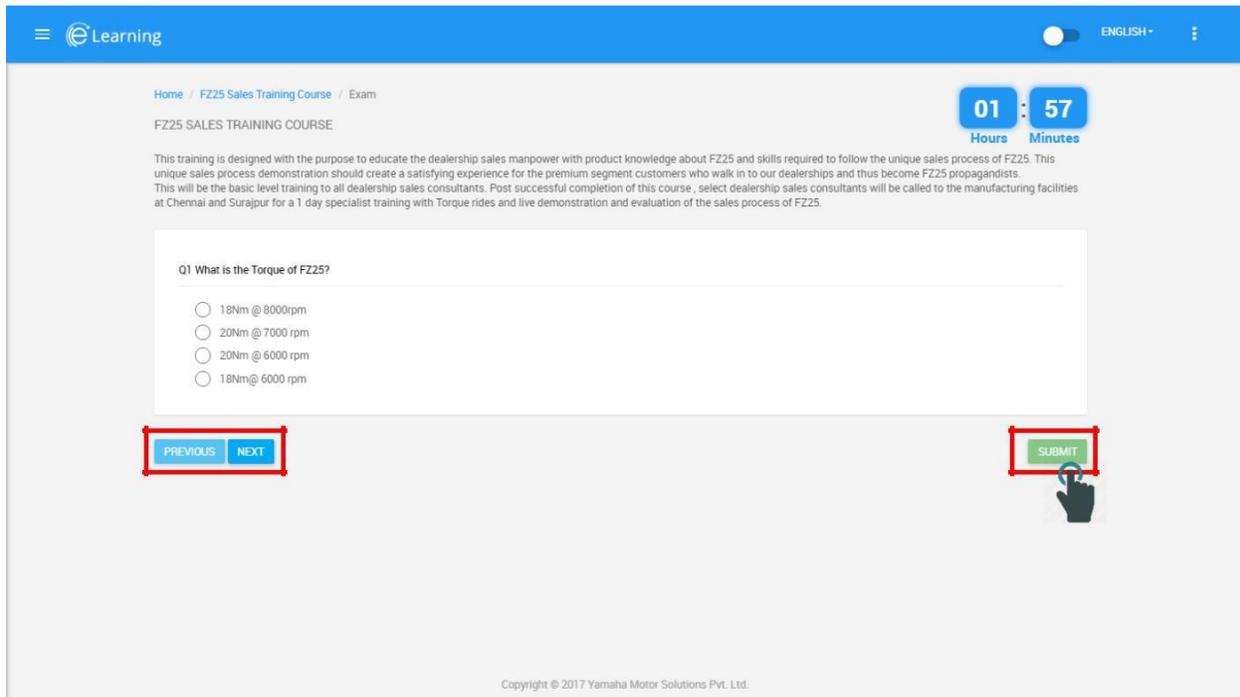
Page Description:

- This page displays everything related to the exam:
 - Course Title
 - Important Instructions for exam
 - Level of Exam
 - Designation of Exam
 - Marks
 - No of questions
 - Passing percentage
 - Exam Duration
- Exam instructions can be different for different exams
- “START” button will start the exam and will be taken to the next screen **NOTE: The timer will be started by the onset of the exam screen, so adhere that.**

12. Examination:

This screen appears when “Start” button is pressed from the Exam Intro Screen.

Note: The timer starts when the screen is loaded.



Page Description:

- Exam is conducted here
- The user can navigate between the questions using the navigation buttons (highlighted with red box)
- Its mandatory to answer all questions.
- The “SUBMIT” button will submit the answers the user has marked, for result manipulation
- The timer may run out of time and the answers will freeze (navigation buttons will be disabled) and user can only click on “SUBMIT” button.
- It is compulsory to submit the answers else the exam will not be entertained.

Exam Functionality:

- Chose the right answer from the given options using the radio button
- Submit, will take the answers selected by the user and proceed to calculate result (Topic 13. Result).
- If any question is left unanswered, and submit button is clicked, then a pop-up will alert the un-answered question no(s) to the user.
- Not submitting will not consider that the exam never took place. It’s mandatory to answer all questions.

13. Result:

This page appears when the answers are submitted (clicked on “SUBMIT” button) by the user from the Examination Screen.

The screenshot displays the eLearning interface for the 'FAZER25 Sales Training Course'. The top navigation bar includes the 'eLearning' logo, 'ENGLISH' language selection, and a user profile icon. The breadcrumb trail reads: Home / Courses / FAZER25 Sales Training Course / Result. A 'BACK TO PROFILE' button is located in the top right corner.

The main content area is divided into two sections:

- Result Summary Table:** A table with a green header 'PASS' and rows for exam details. The 'View Answersheet' row contains a 'Click Here' link, and the 'Print Result' row contains a 'Download Report' link.
- Result Summary Graph:** A donut chart showing a 100% completion rate. A legend below the chart indicates that green represents 'CORRECT' and red represents 'INCORRECT'.

The footer of the page contains the URL <https://pyrmdot.com/elearning/result/print?resultid=3381> and the copyright notice: Copyright © 2017 Yamaha Motor Solutions Pvt. Ltd.

Page Description:

- This page displays the result of the exam being undertaken Information like:
 - Percentage Acquired
 - Total Marks Obtained
 - Total Questions
 - Correct Answers Count
 - Incorrect Answers Count
 - Download Report
- Result Summary graph, showing all-over answers summary
- “View Answer Sheet” link to open the answer sheet of the exam

Result Functionality:

- Result is manipulated and this screen displays the result of the exam being undertaken.
- “View Answer Sheet” link will display the answer sheet of the exam.
- “Download Report” link would appear only if the user passes the exam, and clicking it would download the Report/Certificate.
- “Back to Profile” will take the user to the Dashboard/Profile Screen.

14. Answer Sheet:

This page is opened when “VIEW ANSWER SHEET” link is clicked on the Result Screen.

The screenshot displays the 'ANSWERSHEET - YZF R3 - REV THE LIMITS' page. The page header includes the 'eLearning' logo, a search icon, and the text 'ENGLISH'. The breadcrumb trail is 'Home / YZF R3 - REV THE LIMITS / Result / Answer Sheet'. The main content area contains four question cards, each with a 'Your Answer' and a 'Correct Answer' field. A 'BACK' button is located in the top right corner of the question area.

Question	Your Answer	Correct Answer
Q1. Which is the best 2-T oil for my bike?	Castrol (2T, Jettex)	Castrol (2T, Jettex)
Q2. I have a RX135 5-Speed, can i use a 4-speed bore?	No	None
Q3. How to improve the lighting of my bike?	Go for a reputed 90/100Kit with a 90/200W Headlight bulb.	Go for a reputed 90/100Kit with a 90/200W Headlight bulb.
Q4. I want to convert my RX100/RX135 4-Speed to 5-Speed. How do i do it?		Use a 2-Speed Conversion Kit

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Page Description:

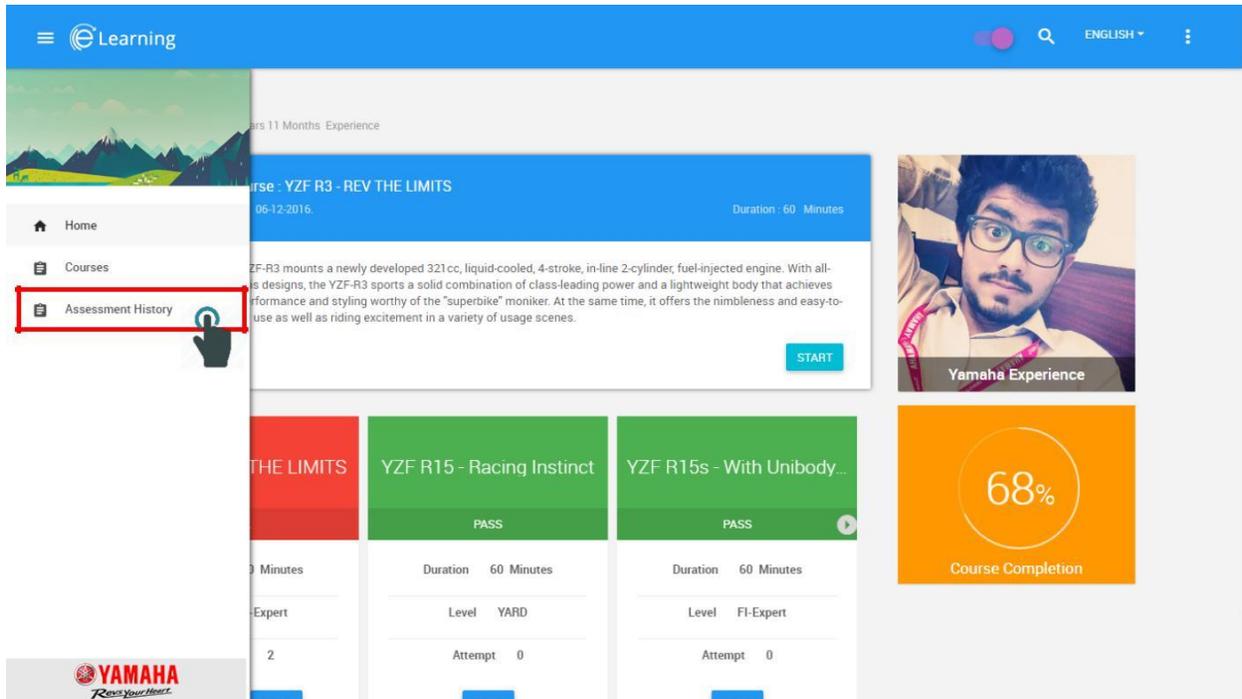
- Displays all the answers marked by the user and their correct answers.

Functionality:

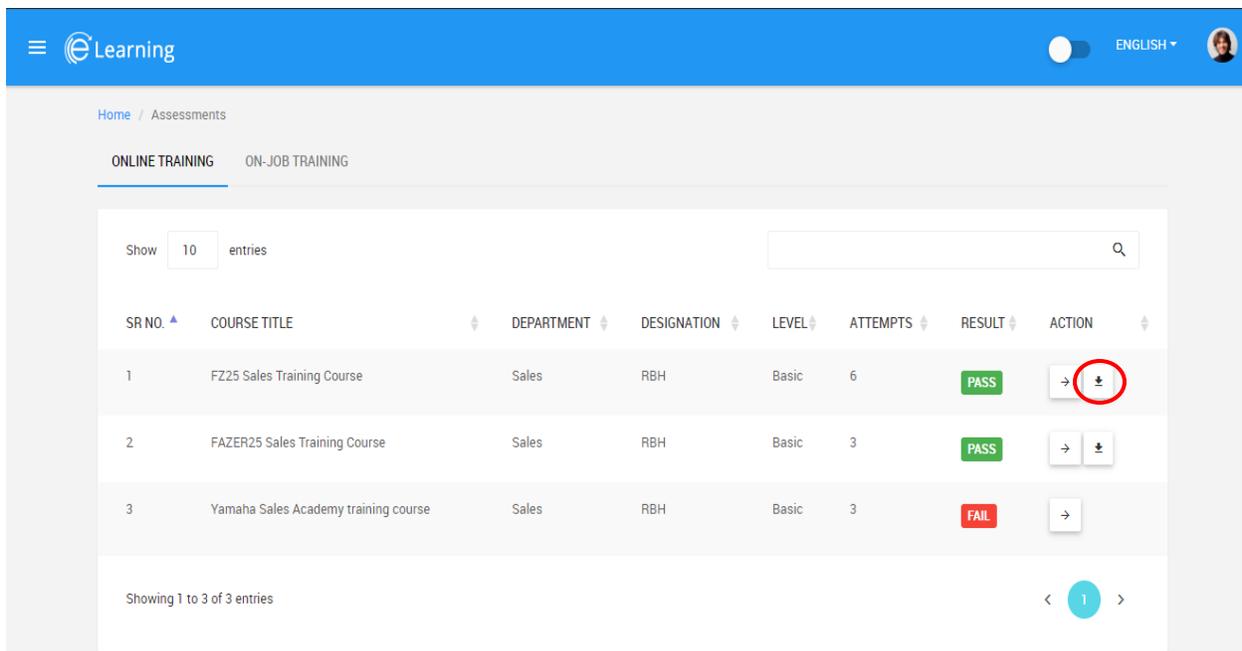
- Page just displays the answers of the exam attempted by the user.
- “BACK” button will take the user to the Result Screen.

15. Assessment History:

This screen appears when “Assessment History” is clicked from the side navigation menu bar (as shown below)



This page displays all the results for online and on-job trainings. User can click on download icon in Action to download the course certificate.



Learning

Home / Assessments

ONLINE TRAINING ON-JOB TRAINING

On-Job Training

Show 10 entries

SR NO.	TRAINING NAME	TRAINER NAME	DEPARTMENT	START DATE	END DATE	RESULT
1	FI-Expert	Ravindra Gupte	FI-Expert	07-05-2014	08-05-2014	PASS
2	FI-Expert	Ravindra Gupte	FI-Expert	07-05-2014	08-05-2014	PASS
3	FI-Expert	Ravindra Gupte	FI-Expert	07-05-2014	08-05-2014	PASS
4	FI-Expert	Ravindra Gupte	FI-Expert	07-05-2014	08-05-2014	PASS
5	FI-Expert	Ravindra Gupte	FI-Expert	07-05-2014	08-05-2014	PASS
6	FI-Expert	Ravindra Gupte	FI-Expert	07-05-2014	08-05-2014	PASS
7	FI-Expert	Ravindra Gupte	FI-Expert	07-05-2014	08-05-2014	PASS

Showing 1 to 7 of 7 entries

Page Description:

- Contains two tables
 - Online Training Results (E-Learning Portal)
 - On-Job Training Results (Classroom Trainings)
- Online Training Table displays:
 - Course Title
 - Department
 - Designation
 - Level
 - No of attempts on the exam
 - Final result
 - Action Field: Click on this field will open the Result Sheet of the exam (Topic 13. Result)
- On-Job/Classroom Training Table displays:
 - Training Name
 - Trainer Name
 - Department
 - Training Start Date
 - Training End Date
 - Result

Functionality:

- Table is fully functional, user can search for a course on basis of title, trainer name, etc., any keyword present in the table.
- "ACTION" button on the Online Training Result table corresponding to every row, would open the result sheet of that result entry.